

## TRANSMITTAL SLIP

TO:

OL/MSS

ROOM NO.

BUILDING

REMARKS:

FROM:

OL/PO/M&amp;FCU

ROOM NO.

BUILDING

EXTENSION

FORM NO.  
1 FEB 56 241REPLACES FORM 36-8  
WHICH MAY BE USED.

(47)

<input type="checkbox"/> BOX APPLIES		<input type="checkbox"/> ORDER FOR SUPPLIES OR SERVICES		RETURN COPY(IES) OF THIS QUOTE BY (THIS IS NOT AN ORDER. See Reverse Side.)		5. CERTIFIED FOR NATIONAL DEFENSE UNDER DMS REG 1 DO <b>C-9</b>																																																													
1. CONTRACT/PURCH. ORDER NO. <b>86-D-730002-950</b>		2. DELIVERY ORDER NO.		3. DATE OF ORDER <b>5 JUN 1986</b>		4. REQUISITION/PURCH. REQUEST NO. <b>SEE BELOW</b>																																																													
6. ISSUED BY: <b>Procurement Division Washington, DC 20505</b>				7. ADMINISTERED BY: (If other than 6)		8. DELIVERY FOB <input checked="" type="checkbox"/> DEST <input type="checkbox"/> OTHER (See Schedule if other)																																																													
9. CONTRACTOR/QUOTER  <b>06448 - Sheraton-Fredericksburg Resort &amp; Conference Center P.O. Box 7047 Fredericksburg, VA 22404</b>				10. DELIVER TO FOB POINT BY: <b>See below</b>		11. CHECK IF BUSINESS IS <input type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED																																																													
12. DISCOUNT TERMS <b>Net 30 days</b>				13. MAIL INVOICES TO: <b>Reference Item 15 Below</b>																																																															
14. SHIP TO: <b>S-E-E S-E-L-O-W</b>				15. PAYMENT WILL BE MADE BY: <b>See Payment &amp; Invoicing Instructions Below</b>		MARK ALL PACKAGES AND PAPERS WITH CONTRACT OR ORDER NUMBER																																																													
16. DELIVERY This delivery order is subject to instructions contained on this side of form only and is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract. <input checked="" type="checkbox"/> PURCHASE <input type="checkbox"/> GENERAL PROVISIONS OF PURCHASE ORDER ON REVERSE SIDE APPLY UNLESS OTHERWISE MODIFIED IN THE SCHEDULE. SUPPLIER SHALL SIGN "ACCEPTANCE" ON REVERSE SIDE AND RETURN COPIES																																																																			
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE																																																																			
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24. If quantity accepted by the Government is same as quantity ordered, indicate by <input checked="" type="checkbox"/> mark. If different, enter actual quantity accepted below quantity ordered and encircle.						25. TOTAL <b>\$1,924.02</b>																																																													
26. QUANTITY IN COLUMN 20 HAS BEEN: <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED				27. SHIP. NO.		28. D.O. VOUCHER NO.																																																													
DATE _____ SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE _____				31. PAYMENT <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		30. INITIALS																																																													
36. I certify this account is correct and proper for payment. DATE _____ SIGNATURE AND TITLE OF CERTIFYING OFFICER _____				32. PAID BY		33. AMOUNT VERIFIED CORRECT FOR																																																													
37. RECEIVED AT				38. RECEIVED BY		39. DATE RECEIVED																																																													
40. TOTAL CONTAINERS				41. S/R ACCOUNT NUMBER		42. S/R VOUCHER NO.																																																													
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MEMORANDUM <b>Cost Savings \$</b>																																																																			
STAT RN: <b>78900607829500</b> COTR:      PI: <b>0</b>																																																																			

OBSOLETE PREVIOUS EDITIONS

8. REQUISITIONING LOG OFFICE

CONTRACT NO. 86-D-780002-950 · CONTRACTOR: Sheraton-Fredericksburg

REFERENCE: Jean Vice (703) 786-8321

**CONFIRMING TELEPHONE ORDER:** This confirms the action contemplated in the Contracting Officer's verbal notice to Jean Vice on 8 May 1986.

DO NOT DUPLICATE

52.216-700 Type of Contract and Consideration (FFP) (ARP 1984)

This is a Firm-Fixed Price (FFP) type contract as identified under Federal Acquisition Regulation (FAR) 16.202. The Total Price for performance hereunder is \$1,924.02.

52.204-700 Scope of Contract (Purchase Orders/Contracts) (APR 1984)

The Contractor shall provide the necessary meals, lodging, and conference facilities to accommodate sixteen (16) individuals attending a two (2) day conference.

#### Period of Service

The Contractor shall provide these facilities from 7 October through 8 October 1986.

#### Inspection and Acceptance

Final inspection and acceptance of services provided under this contract shall be performed at destination by cognizant Government personnel.

52.242-703 Authority and Designation of a Contracting Officer's Technical Representative (COTR) (D) (APR 1984)

A. Authority: Performance of this contract is subject to the administrative supervision and approval of the Contracting Officer or his designated representative (COTR). Unless specified elsewhere in this contract, the authority of a designated COTR is specifically limited to the technical administration of this contract and the inspection of supplies being produced, services being provided or work being performed to assess compliance with the scope, schedule, estimated cost (if Cost Reimbursement) and technical requirements of the contract.

CONTRACT NO. 86-D-780002-950 . CONTRACTOR: Sheraton-Fredericksburg

B. Designation. The individual(s) identified below is/are authorized access to all information concerning this contract during the life of the contract unless this authorization is reassigned by an Administrative Change to the contract:

Name

Telephone No.

STAT

C. Notification. The Contracting Officer is the only representative of the Government authorized to negotiate, enter into, modify or take any other action with respect to contracts. Therefore, no other employee or representative of the Government has the authority to initiate a course of action which may alter the terms of this contract. All revisions to specifications, requirements or informal commitments which may involve a change in either the total cost/price, scope, delivery schedule or legal aspects of this contract must be accomplished by change order or supplemental agreement, to be negotiated and signed by the Contracting Officer. Should any action by Government personnel (other than the Contracting Officer) imply a commitment on the part of the Government which would affect the terms of this contract, the Contractor must notify the Contracting Officer and obtain approval prior to proceeding. Otherwise, the Contractor proceeds at his own risk.

Contractor's Representative

Jean Vice  
(703) 786-8321

Payment and Invoicing Instructions

Invoices shall be mailed to the following payment office:

Commercial Claims Branch  
Office of Finance  
Washington, DC 20505

Pursuant to the Acceptance clause contained in this order, the Government agrees to complete inspection of deliverable items within 5 days of delivery to the consignee address

CONTRACT NO. 86-D-780002-950 . CONTRACTOR: Sheraton-Fredericksburg

designated in the contract. Payment will be made by the Government not later than 30 days from the date the Government accepts the deliverable items or receives a proper invoice in the payment office designated above, whichever is later. A proper invoice must include:

- a. Name of the business concern and invoice date.
- b. Contract number or other authorization for delivery of property or services.
- c. Description, price, and quantity of property and services actually delivered or rendered.
- d. Shipping and payment terms.
- e. Name, where practicable, title, phone number, and complete mailing address of responsible official to whom payment is to be sent.

Notice of an apparent error, defect, or impropriety in an invoice shall be given to the contractor within 15 days of receipt of the invoice by the payment office. Inquiries regarding invoices can be made to 703-281-8813.

Exceptions to FAR clauses on Reverse Side

This order is not subject to the following Federal Acquisition Regulation (48 CFR Chapter 1) clause(s):

52.212-9 Variation in Quantity (Apr 84)

52.213.1 Fast Payment Procedures (Apr 84)

Compensation/Reimbursement

The Contractor shall receive compensation/reimbursement for satisfactory performance of the assigned task/work in accordance with the following rate schedule:

<u>Category</u>	<u>Rate</u>
Overnight single accommodations for 16 individuals for the night of 7 October 1986 (@ \$53.00 per room)	\$848.00

CONTRACT NO. 86-D-780002-950 CONTRACTOR: Sheraton-Fredericksburg

Exclusive use of the Lee conference  
room from 8:00 AM 7 October to 4:00 PM  
8 October 1986

N/C

A total of 4 meals per person (lunch  
and dinner on 7 October; breakfast and  
lunch on 8 October) in the Meadows and  
Dauphine's dinning rooms for a maximum  
of 16 people (@ 49.95 per person) \$799.20

A total of 3 breaks per person for a  
maximum of 16 people (@ 5.52 per person) \$88.32

Slide projector (@ \$20 per day) \$40.00

Overhead projector (@ \$20 per day) \$40.00

Flip charts, pad, and markers \$18.50

Changing of all locks to the Lee conference  
room and public address system/Muzac room.  
Covering all air vents on double doors to  
the Lee conference room with drape, metal or  
wood and installing an astragal strip  
centrally between the double doors. \$90.00

Total \$1,924.02

NOTE: All keys to the conference room and public address  
system/Muzak room shall be controlled by the Government  
conference coordinators for the duration of the conference.

Special Provisions and Advanced Understandings

a. It is mutually understood and agreed that the  
Government will not be responsible for the purchase of any  
alcoholic beverages under this purchase order.

b. In accordance with the Constitution of the United  
States and applicable Federal Law, the U.S. Government is immune  
from taxation except in limited cases. Accordingly, no taxes  
should be charged or will be paid under this purchase order.